

27 May 1955

MEMORANDUM FOR: Logistics Office

VIA : Records Management & Distribution Branch

FROM : Office of General Counsel

SUBJECT : Filing Supplies

REFERENCES : CIA Notice
Memo from OGC to LO, Records Management & Distribution
Branch, dated 26 March 1954

1. In the above-referenced memorandum to your office, we requested the approval of your office for the purchase of special legal-size folders for use in the Branch Office of the General Counsel. Reason for desiring these folders was fully explained. The order was approved and the folders delivered to us.

2. At this time, we would like to request that a purchase order be approved for:

50 Remington Rand Classifile Binder Folders
Catalog No. 52588-RP.

Administrative Officer
OGC

Approved:

Records Management Branch